THE SUFFOLK COUNTY
PUBLIC EMPLOYEES
DEFERRED COMPENSATION
PLAN

## Plan Summary



WWW.SCDEFERREDCOMP.ORG

Updated April 26, 2018

## **Table of Contents**

Statements
Your Contributions Via Salary Deferral
Statements 3 Online Access 4 Advantages of Investing in a Tax Deferred Plan 4 Long Range Planning 4 Withdrawals 5 Loans 5 Unforeseeable Emergency Withdrawals 7 Small Account Withdrawal 7 Name and Address Changes 7 Beneficiary Options 8 Distributions to Beneficiaries Upon Plan Participant's Death 8 Before You Retire or Separate From Service 9 Retirement "Catch-Up" 9 Accruals (SCAT) Check Deferral Form 9
Online Access
Advantages of Investing in a Tax Deferred Plan
Long Range Planning
Withdrawals
Loans
Unforeseeable Emergency Withdrawals
Small Account Withdrawal
Name and Address Changes 7  Beneficiary Options 8  Distributions to Beneficiaries Upon Plan Participant's Death 8  Before You Retire or Separate From Service 9  Retirement "Catch-Up" 9  Accruals (SCAT) Check Deferral Form 9
Beneficiary Options
Distributions to Beneficiaries Upon Plan Participant's Death 8  Before You Retire or Separate From Service 9  Retirement "Catch-Up" 9  Accruals (SCAT) Check Deferral Form 9
Before You Retire or Separate From Service
Retirement "Catch-Up"
Accruals (SCAT) Check Deferral Form
Following Separation From Service
Accessing Your Funds After Separation of Employment
Initiating Your Distributions Prior to Reaching Age 70 1/212
Required Minimum Distributions (RMDs)
Direct Rollover
Direct Deposit
Taxes
Required Withholding Tax13
State Taxation of Periodic Payments14
Social Security Tax
Retired Public Safety Officer Insurance Payments
Divorce15
CHART A (Determination of Benefit Payments to Beneficiaries)
CHART B (Your Options When Leaving Suffolk County Employment)

## Suffolk County Employees 457(b) Deferred Compensation Plan Summary

As a new or current employee, it is never too early to start thinking about retirement planning!

The Suffolk County Deferred Compensation Board ("Board") designed this booklet as a summary to assist you with your financial choices in planning for your retirement. Depending on your specific financial situation and future needs, you may consider joining the Suffolk County Public Employees Deferred Compensation Plan ("Plan") which is also known as a 457(b) plan.

## **Plan Basics**

The Suffolk County Employees Deferred Compensation Plan is a supplemental retirement plan to help with your future financial needs. Contributions are made before your income tax withholding is calculated, which reduces the amount of your taxes. The Plan offers a wide variety of investment options. The Plan allows you to invest without any monthly or annual administrative fees. Participant administrative fees are currently being absorbed by the Provider, T. Rowe Price.

Unlike a savings account, the funds that you invest in the Plan are subject to IRS and New York State regulations and therefore are <u>not</u> accessible until you leave County employment, with certain exceptions. Before joining the Plan, please make sure that your financial situation enables you to defer money without causing financial hardship. If you have any questions, you may wish to consult your financial advisor.

For additional information that is updated regularly, visit the Plan's website at www.scdeferredcomp.org.

## Eligibility

All full time and part time employees of Suffolk County are eligible to join the Plan from the initial date of employment.



### How to Get Started

You may enroll online on the Plan's website, <a href="www.scdeferredcomp.org">www.scdeferredcomp.org</a>, or you may download an Enrollment Kit from the website and submit it by mail. Please contact your Board representative or T. Rowe Price if you have any questions or need assistance. A list of Board representatives can be found on the Plan's website.

## Your Contributions via Salary Deferral



Contributions can only be made through deferrals from bi-weekly paychecks. You can defer up to the maximum limit established by the IRS, after required deductions such as Medicare and Social Security taxes, retirement contributions, union dues, etc. are made. The minimum contribution is \$10 bi-weekly. The maximum contribution established by the IRS is announced in the Fall for the following calendar year. Please note, at the current time, the IRS allows an additional deferral amount beginning in the year in which you turn age 50.

The Board will publicize the annual deferral limits in an All Employee Memorandum, on the Plan's website and in the quarterly newsletter.

The Plan allows participants to increase, decrease or suspend the amount being contributed at any time during participation. Changes will be processed by the provider as soon as practical, usually within two payroll periods. All deferral changes must be filed prior to the first of the month in which the deferrals will be deducted. For example, if you wish to start your deferral effective with the second paycheck in September, you must file your deferral agreement with the provider prior to September 1<sup>st</sup>. Changes to your contribution amount or investment allocation can be made at any time by calling the T. Rowe Price directly or by accessing their website, <a href="https://www.rps.troweprice.com">www.rps.troweprice.com</a> or their mobile app.

## **Statements**

Participants (both active and inactive) currently receive quarterly statements of account activity from the plan provider. Such statements shall include information of all transactions occurring within the participant's account during the time frame of the report. You may elect to view account activity online via T. Rowe Price's website or mobile app.



## Online Access

The Plan website, <u>www.scdeferredcomp.org</u>, includes the T. Rowe Price website link and helpful tools and information such as:

- ➤ Online Enrollment
- ➤ Board Representative Contact Information
- ➤ Calculators Retirement and Catch-up
- > Fund Options in the Plan
- ➤ Provider On-site Schedule
- Forms & Applications—Purchase of Service Credits, Beneficiary Forms, Catch-up, Normal and Age 50 Deferrals from SCAT
- Separating from Service Summary

## Advantages of Investing in a Tax-Deferred Plan

Contributions to the Plan reduce your taxable income while you save for retirement. Taxes on the interest from your account are deferred until withdrawal, which begins after retirement. Here is an example of how your paycheck will be affected by deferring \$200 bi-weekly into the Plan as opposed to depositing \$200 into a traditional savings account:

Deferred Compensation		vs.	Traditional Savings Account		
Paycheck	\$2,000		Paycheck	\$2,000	
Pre-Tax Contribution to 457 Account	\$200		Post-Tax Deposit to Savings Account	\$200	
Taxable Income	\$1,800		Taxable Income	\$2,000	
Fed/State Income Taxes*	\$504		Fed/State Income Taxes*	\$560	
Take Home Pay**	\$1,296		Take Home Pay**	\$1,240	
Cost to Save \$200	\$144		Cost to Save \$200	\$200	

<sup>\*</sup> Assumes a 28% tax rate

## Long Range Planning

Retirement planning is not something you do a few years preceding your planned retirement date. It is a process that experts say should be considered during your entire working life. Nothing ever stays the same; there are variables that impact on your planning but you need a framework and goals. You should review your goals and your investments on a periodic basis to make sure you are on track.



<sup>\*\*</sup> Does not take into account any other deductions from your paycheck.

## Withdrawals

Contributions to the Plan may be withdrawn after separating from County service, or upon attainment of age 70 ½ while still employed. However, there are three (3) other ways in which to access your money while employed. They are loans, small account withdrawals and unforeseeable emergency withdrawals (UFE) as described below:

#### **LOANS**

#### **Eligibility**

- Active County employees receiving a bi-weekly paycheck can apply for a loan.
- Participants who are on an approved leave of absence, disciplinary suspension or who are no longer employed are not eligible to take a loan against their account balance.

#### **Applying For a Loan**

A loan can be taken for any purpose. You may wish to speak with your tax advisor for specific tax advice prior to taking a loan. To apply for a loan, you must call T. Rowe Price at 1-888-457-5770 or log in to your account at <a href="https://www.rps.troweprice.com">www.rps.troweprice.com</a>. Please note, processing and/or maintenance fees may be charged by the provider.



The principal amount of any loan shall be as follows:

- For an amount equal to or greater than \$1,000; and
- Shall not exceed the lesser of 50% of the value of the sum of the participant's account and the participant's rollover account, if applicable; and
- Shall not exceed \$50,000, reduced by the highest outstanding balance of loans in the last 12 months from all qualified employer plans such as a pension loan.

#### One Loan Rule

You can only have one outstanding loan at a time. You may not apply for a second loan. If a second Plan loan is inadvertently processed, the outstanding amount of the second loan will immediately be considered a Deemed Distribution (a taxable distribution). Participants will be issued a 1099R in January of the year following the deemed distribution for the taxable portion of the unpaid loan balance.

#### **Terms of the Loan**

All loans must be taken for a minimum of one year up to the maximum term allowed as follows:

- Residential loan, which is a loan made for acquiring a principal residence, can be repaid over a fifteen (15) year period;
- All other loans can be repaid over a five (5) year period.

The interest on the loan will be a fixed rate of one percent (1%) above the prime interest rate as published in the Wall Street Journal on the last business day of the month immediately preceding the month in which the loan is granted. The loan payments and interest will be credited to your account. The interest rate of the loan will remain fixed throughout the life of the loan.

#### **Outstanding Loan Balance**

Once your loan is approved by the provider, you will be required to sign a promissory note. Your loan payments will automatically be deducted from your bi-weekly paycheck.

You are obligated to repay the principal and accrued interest on your loan. If you default on a loan that you have not paid back under this plan, you will not be eligible to obtain another loan until the defaulted loan balance and accrued interest is paid.



If you have an outstanding loan balance when you retire or leave County employment, you must satisfy the <u>entire</u> loan balance, in one payment, within 90 days following the date of the first missed scheduled payment. The County notifies T. Rowe Price of your separation via a biweekly automated report. Upon separating from County service, contact T. Rowe Price to request the loan payoff figure.

If you fail to pay off the balance within the required time frame, the outstanding loan amount will be classified as a "deemed distribution" and you will receive a 1099R. This information will be forwarded to the IRS, making the unpaid loan balance taxable to you in the calendar year in which it is deemed.

#### **Extenuating Circumstances**

- Approved Leave Of Absence the Board may approve suspending payments on an outstanding loan for a period not exceeding one year.
- Disciplinary Suspension you will have 90 days from the date of your last payment to pay the outstanding loan balance and accrued interest in full. If the full payment is not received by the end of the 90 day period, the outstanding loan amount will be considered a "deemed distribution".
- *Military Leave* your loan payments can be suspended while performing military service, even if the leave exceeds one year. The payments must resume once you return to work. The entire loan must be repaid within the original term, plus the period of military service performed.
- Rolling Assets out of the Plan after Separation from Service Rollovers to an IRA or another supplemental retirement plan such as a 401(k) or a 403(b) can be done after you have paid the outstanding loan balance. The Plan requires that the outstanding loan balance be satisfied with assets from the participant's account before sending the remaining assets to the new plan.

#### **UNFORESEEABLE EMERGENCY WITHDRAWALS (UFEs)**

An unforeseeable emergency is defined under IRS Treasury regulations as a severe financial hardship resulting from:



- An illness or accident of the participant, the participant's beneficiary, or the participant or beneficiary's spouse or dependents;
- Property loss caused by casualty (including the need to rebuild a home following damage to a home not otherwise covered by homeowner's insurance, e.g. as a result of a natural disaster) of the participant or beneficiary;
- Funeral expenses of the participant's spouse or dependent; and,
- Other similar extraordinary and unforeseeable circumstances arising as a result of events beyond the control of the participant or his or her beneficiary (for example, imminent foreclosure or eviction from a primary residence, or to pay for medical expenses or prescription drug medication).

The Board is bound by these rules and can only consider requests within these guidelines. All other means must first be utilized before a request for withdrawal of deferred compensation funds can be considered. Examples of other such sources of funds would be loans against the Plan or your pension; home equity or credit union/bank loans; liquidation of assets, etc.

The amount requested cannot exceed the amount of the hardship. Participants who believe they qualify for distribution because of an unforeseeable emergency must complete an Unforeseeable Emergency Withdrawal Application. Contact your Board representative or visit the Plan's website for the application.

#### SMALL ACCOUNT WITHDRAWAL

If your account balance is \$5,000 or less, you may take an in-service withdrawal provided you have not made any contributions to your account in the last two years and you have not made a prior small account withdrawal from the Plan.

## Name and Address Changes

If you move, change your marital status or change your name, it is your responsibility to keep T. Rowe Price up to date by notifying them directly or by downloading the Participant Maintenance Form from the Plan's website, <a href="https://www.scdeferredcomp.org">www.scdeferredcomp.org</a>.



## **Beneficiary Options**

Under the Plan, spousal and non-spousal beneficiary rules are the same as those found in an IRA. See Chart A on Page 16 labeled "Determination of Benefit Payments to Beneficiaries as permitted by 401(a) (9), Internal Revenue Code".

You must designate a beneficiary or beneficiaries upon enrollment in the Plan, and keep this information current. Beneficiary information can be found on your statement or by logging into your account at <a href="mailto:rps.troweprice.com">rps.troweprice.com</a>. For changes to your primary or contingent beneficiary, complete the Designation of Beneficiary Form found on the Plan's website, <a href="mailto:scdeferredcomp.org">scdeferredcomp.org</a>. If you fail to name a beneficiary, your spouse automatically inherits your account. If you have not named a beneficiary and you are single, the balance of your account goes to your estate.

In the event of a divorce, it is important to update your beneficiary! In certain states such as New York and Florida, if your ex-spouse is your designated beneficiary, that designation is voided upon your divorce. Complete the Designation of Beneficiary Form found on the Plan's website. See Page 15 for more information. Consult with your tax advisor for the laws in your state.

## DISTRIBUTIONS TO BENEFICIARIES UPON PLAN PARTICIPANT'S DEATH

Distribution to beneficiaries under the Plan is mandated by the rules under §401 (a) (9) of the Internal Revenue Code. Under these rules, beneficiaries may elect a withdrawal at any time. Most beneficiaries are required to take annual minimum distributions from the account. The basic rule is that the beneficiaries are required to take annual minimum distributions that begin in the year after the participant's death. The amount of the required minimum distribution takes into account the age of your beneficiary and the value of the account. There are two exceptions to this rule. First, if the beneficiary is the surviving spouse of the participant, he or she does not have to take any distribution until the year the participant would have turned age 70 ½, as long as the request to defer payment is submitted prior to the end of the calendar year following the year of the participant's death. The second exception is if the participant dies prior to reaching age 70 ½. See Chart A on Page 16 for more information.

## Before You Retire or Separate From Service

Please contact your Board representative at least six (6) months before your anticipated date of separation from the County to review your options and complete the necessary forms. Failure to file certain forms in a timely fashion may jeopardize possible tax advantages.

#### **RETIREMENT CATCH-UP**



The "Retirement Catch-Up" provision of our Plan permits you to annually defer additional funds that could have been deferred in prior years when you were eligible to participate in the Plan but did not, or when you did not contribute the maximum allowable amount. Catch-up allows you to increase the maximum amount you may contribute in each of the three years before the year in which you reach your "Normal Retirement Age." Normal Retirement Age (NRA) is any age designated by you beginning no earlier than the age in which you may retire with full pension

benefits up until age 70 ½. If you are not in the pension system, your NRA may not be earlier than age 65 nor later than age 70 ½. Please note, you must be an active member in the Plan for at least three (3) months and must submit a copy of your New York State and Local Retirement System *Member Annual Statement* in order to qualify for catch-up. Contact your Board representative for an application and further information.

### **ACCRUALS (SCAT) CHECK DEFERRAL FORM**

If you are leaving employment with the County, you may do one of the following:

- Defer the balance of your maximum normal contributions and age 50+ contributions from your County Accruals (SCAT) check. Age 50+ contributions <u>cannot</u> be deferred during the three year period in which you have been approved for retirement catch-up.
- Defer the balance of your normal contributions and retirement catch up from your County Accruals (SCAT) check. If eligible, the maximum deferral for catch up is twice the applicable normal contributions limit for the year. See Retirement Catch up above for eligibility requirements.

You must be an active member of the Plan for at least three (3) months in order to qualify for deferrals from your SCAT check. You may download the form from our website and contact your Board representative who will assist you in completing the form. This should be done at least 30 days prior to the date you are retiring/separating from service. This form <u>must</u> be completed and received by the Plan Administrator on or before the date of separation. Forms received after the date of separation will not be accepted.

# Following Separation from Service

When you leave employment with Suffolk County you may remain in the Plan indefinitely. You will no longer be able to contribute; however, you can continue to change your existing allocations and manage your assets. You also have the ability to roll all or part of your account balance out of the Plan. Be sure you consult with your tax advisor to help you understand the impact taxes can have in making the choices that are available to you.



You will have a number of options available as follows:

- If you are retiring and do NOT need your money right now, your choices are:
  - Keep your money where it is—in your Plan account, OR
  - Roll over all or part of your account balance to an IRA
- If you are changing jobs and do NOT need your money right now, your choices are:
  - Keep your money where it is—in your Plan account, OR
  - Move your money to your new employer's plan, OR
  - o Roll over all or part of your account balance to an IRA
- If you need your money right now, your choices are:
  - You may take part of the money from your Plan account, or
  - You may take all of the money from your Plan account

Distributions can be taken as soon as administratively possible, typically 15 days after you've separated from County service. However, please note that you must maintain a balance of at least \$500 in your account for the first 30 days after your separation from service. Once you start distribution, you will be taxed on the income you receive. (See page 13 for required tax withholding information.)

\*\*See Chart B on Page 17 for the advantages and disadvantages of the choices available to you.\*\*

## ACCESSING YOUR FUNDS AFTER SEPARATION FROM EMPLOYMENT



### **Withdrawing Your Funds**

#### 1. Allocation Types

- a. **Partial distribution -** Partial distribution payments are defined as either a single partial payment or periodic partial payments, with the remainder distributed to you in installments. You may take twelve (12) partial lump sum distributions per calendar year at a minimum of \$500 each.
- b. Total distribution This is a one-time distribution of the total value of your account. A check will be issued within five business days of your account's redemption date. Be aware that if you take a total distribution from your account, you will no longer be considered a participant and you cannot put any funds back into the Plan, including deferrals from your SCAT accrual check, or paying off an outstanding Plan loan.
- **2.** *Installment Frequency* Distributions can be made monthly, quarterly, semiannually, or annually. You can choose one of two options:
  - a. **Amount certain** Request a fixed dollar amount and a fixed frequency (monthly, quarterly, semi-annually or annually) of installment payments. Withdrawals are made on this payment schedule until your account is depleted; or
  - b. **Time certain** Definite number of years you want to receive payments.

NOTE: You may not choose either an amount certain or time certain payment schedule that exceeds your life expectancy.

#### 3. Allocation Source

- a. **Pro-rata** When a distribution is made, the money is taken proportionally from each of your investments. For example, assume that 70% of your money is in Investment A and 30% is in Investment B, and you elect to receive \$1,000 per month. That means \$700 would come from Investment A and \$300 would come from Investment B.
- b. **Fund-specific** If you indicate that your distribution is to come from a specific investment option; it is your responsibility to ensure that you maintain an adequate balance in your account. Otherwise, your periodic distribution reverts back to pro-rata status.

NOTE: If you do not select any disbursement option, your distributions will automatically default to pro-rata.

#### **Changing your Distribution Schedule**

You can stop your distribution schedule at any time and resume at a later date. To do this, you must call T. Rowe Price directly at least 10 business days before your distribution is to be processed. Participants who are in Required Minimum Distribution (RMD) status cannot prevent the issuance of their required RMD.

#### INITIATING DISTRIBUTIONS PRIOR TO REACHING AGE 70 1/2

Once you have reviewed your options and made your decision when you wish to receive distributions from the Plan, you can contact T. Rowe Price and request your payment.

#### **REQUIRED MINIMUM DISTRIBUTIONS (RMD)**

If you have left County employment, you must begin distributions from your account beginning in the year you turn 70 ½. However, you have the option of delaying your distribution no later than April 1<sup>st</sup> of the following year in which you turn 70 ½. If you delay your first payment until that April 1<sup>st</sup>, you will have to take a second RMD payment later that same calendar year.

However, if you continue working for the County beyond age 70 ½, you do not have to start distributions until you retire.

RMDs must be taken annually in accordance with IRS regulations. The IRS currently uses two tables to calculate your RMD based upon your marital status and the age of your spouse provided he/she is the sole primary beneficiary listed on the account. If the required amount is not taken, the individual participant will be subject to a federal tax penalty. T. Rowe Price will notify you when you reach RMD status. The amount you are required to take annually is automatically calculated for you at the beginning of each calendar year.

Please be aware that if you are in RMD status and you request a rollover out of the Plan, you will receive your minimum distribution for that calendar year before your rollover to another institution is processed.

The assets in your account cannot be "aggregated" with any other supplemental retirement plan or an IRA to determine your RMDs. As stated above, your RMD for our Plan is based solely on your 457 account balance. You cannot take more than your RMD from your IRA and have it "count" toward your RMD for our Plan.

#### **DIRECT ROLLOVER**

Once you separate from service, you may choose to rollover your assets directly to the trustee or custodian of an IRA or your new employer's plan. T. Rowe Price, at your request, will issue a distribution check but in order to be a direct rollover, it must be made payable to the new trustee or custodian of the recipient's IRA. For example, the check you would receive would be made payable to ABC Financial Group, FBO: Joseph H Jones. If the check is made out solely to you, then the check amount is subject to 20% mandatory federal withholding. In order for the money taken out to qualify as a rollover, it must be re-invested within 60 days from the date the Plan account was closed.

Be aware that if you roll a portion of your account balance to an IRA, 401(k) or 403(b), you may roll your distribution back into the Plan, as long as you have maintained a balance in the Plan. However, the money you roll back into the Plan will be segregated and subject to a 10% penalty (as per IRS regulations) if you withdraw it before you reach age 59 ½. This penalty does not apply to rollovers from another 457(b) plan.

Please contact your tax advisor prior to making any rollover decisions.

## **Direct Deposit**



Lump sum distributions including loan disbursements, small account withdrawals, and UFE disbursements can be wired to your financial institution. Installment payments can be wired or sent via electronic funds transfer (EFT) to your financial institution. Please check with the recipient financial institution regarding its fees before requesting direct deposit.

### **Taxes**

Don't ignore the impact of taxes in making your distribution choice! If you take your entire account balance as a total distribution, you may be subject to a substantial tax bill. Please consult with your tax advisor.



#### REQUIRED WITHHOLDING TAX

One of the most valuable features of our Plan is that it enables employees to reduce their current taxes. As you know, contributions made to this Plan have not been taxed by the federal or state government. When you start distributions, federal and state taxes where applicable will be withheld.

The following distributions are subject to the mandatory 20% federal tax withholding unless they are directly rolled into a 457b, a 401k, a 403b or an IRA.

- Lump-sum distributions;
- Periodic payments of less than 10 years (except when it is a required minimum distribution);
- Partial Withdrawals

NOTE: The Plan does not allow participants to eliminate or reduce the mandatory federal withholding shown above.

The following distribution options are subject to a minimum 10% federal tax withholding (unless otherwise requested):

- Withdrawals for unforeseeable financial emergencies (UFE);
- Required minimum distributions (RMD);
- Periodic payments scheduled to continue for ten years or more.

The federal withholding tax for UFEs can be increased, but not decreased. The federal withholding tax for RMDs and periodic payments scheduled to continue for ten years or more can be increased or decreased. Since market fluctuations may have an impact on your distribution calculations, you may want to consult your tax advisor.

#### STATE TAXATION OF PERIODIC PAYMENTS

Please note that Plan participant pre-scheduled periodic distribution payments (but not lump sum or non-periodic payments) greater than one year from a 457(b) plan are eligible for the \$20,000 annual New York State income tax exemption. The exemption applies to New York State residents only, who are age 59½ or older. This exemption is in addition to the state income tax exemption for benefit payments received from the state or local employee's public retirement system.

This \$20,000 exemption is applied annually against the combined distributions a participant receives from a private employer retirement plan, a 401(k) or 403(b) plan, an IRA, and any deferred compensation. For example, if you are receiving \$10,000 in periodic distributions from your Plan account and a \$15,000 distribution from an IRA, only the first \$20,000 is exempt from N.Y. State taxes. For more specific information about eligibility for this exemption, please see your tax advisor.

Should you move out of New York State, NYS income tax will not be withheld from your distribution, however, your distribution will be subject to any applicable withholding tax imposed by the state in which you reside.

The money in your Plan account has already been taxed for Social Security purposes. When you leave service, your distributions will not be taxed for social security purposes.

# Retired Public Safety Officer Insurance Premium Payments

Retired eligible Public Safety Officers are permitted to withdraw up to \$3,000 annually from the

Plan, tax free, to pay for qualified health insurance premiums for accident, health, or long term care for themselves, their spouses or dependents. The amount distributed must be paid directly from the Plan to the insurance provider and must not exceed the amount paid by the participant for such qualified health insurance premiums for the tax year. The Retired Public Safety Officer Qualified Health Insurance Premium Payment Authorization Form can be found on the Plan's website, scdeferredcomp.org.



## **Divorce**



QDRO guidelines.

If you are going through a divorce and your spouse is granted a portion of your Plan account, you or your attorney must provide the Plan with a draft Qualified Domestic Relations Order (QDRO). Once the draft is approved and court-ordered, you must provide the Plan with the original signed order which gives the Plan instructions on how your account will be divided. A "hold" will be placed on the assets in your account during this process until a new account is created for your alternate payee and the assets are transferred to his/her name. While the hold is on your account, you will be permitted to make changes to your investment elections. You will not be permitted to take a loan or a withdrawal until the hold is lifted. You may contact your Board Representative for the Plan's

Important: You should review your beneficiary designations after your QDRO is processed. See page 8 under Beneficiary Options.

## **CHART A**

## Determination of Benefit Payments to Beneficiaries as Permitted by §401(a)(9) of the Internal Revenue Code

	Payments Have Not Yet Begun		Payment Participant is N Receive	lot Required to	Payments Began - Participant Is Required to Receive Benefits	
	Required Beginning Date	Maximum Length of Benefit Payments	Required Beginning Date	Maximum Length of Benefit Payments	Required Beginning Date	Maximum Length of Benefit Payments
Spouse	The later of - 12/31 in the year after death or 12/31 in the year the participant would have turned age 70 1/2.	Life expectancy of the spouse.	The later of - 12/31 in the year after death or 12/31 in the year the participant would have turned age 70 1/2.	Life expectancy of the spouse.	No later than 12/31 in the year after death.	The longer of:  1) The remaining life expectancy of the spouse, or 2) The remaining life expectancy of the participant.
	If election was not made prior to 12/31 in the year after death.	Must be paid within 5 years after death.	If election was not made prior to 12/31 in the year after death.	Must be paid within 5 years after death.	If election was not made prior to 12/31 in the year after death.	Must be paid within 5 years after death.
Non- Spouse	No later than 12/31 in the year after death.	Life expectancy of the beneficiary.	No later than 12/31 in the year after death.	Life expectancy of the beneficiary.	No later than 12/31 in the year after death.	The longer of: 1) The remaining life expectancy of the beneficiary, or 2) The remaining life expectancy of the participant.
	If election was not made prior to 12/31 in the year after death.	Must be paid within 5 years after death.	If election was not made prior to 12/31 in the year after death.	Must be paid within 5 years after death.	If election was not made prior to 12/31 in the year after death.	Must be paid within 5 years after death.
Non- Individual	May be deferred until 12/31 of the year that is 5 years after the death of the participant, at which time the entire balance must be distributed.	years and last payment must be made no later than 12/31 of the year which is 5 years	participant, at	No more than 5 years and last payment must be made no later than 12/31 of the year which is 5 years after the death of the participant.	No later than 12/31 in the year after death.	The remaining life expectancy of the participant.

## **Chart B** Your Options When Leaving Suffolk County Employment

OPTIONS	ADVANTAGES	DISADVANTAGES	STEPS TO TAKE
Keep your money in the Suffolk County Employees Deferred Compensation Plan	<ul> <li>Retirement savings continue to grow tax deferred</li> <li>Start distributions when it is convenient for you or when you reach age 70 1/2</li> <li>No administrative fees</li> <li>Low investment fees</li> <li>Choice of over 70 investment options</li> </ul>	■ None	<ul> <li>No action is required</li> <li>You will continue to receive account statements and can make transactions by calling T. Rowe Price</li> </ul>
Roll over to an IRA	Different investment options could be available	<ul> <li>There will likely be fees associated with an IRA</li> <li>There may be brokerage commissions</li> <li>A 10% premature penalty will apply to distributions taken prior to age 59 ½</li> </ul>	Contact T.     Rowe Price
Move your money to your new employer's plan	<ul> <li>Consolidation</li> </ul>	<ul> <li>You may not have access to your money until you separate from your new employer</li> <li>A 10% premature penalty may apply for distributions taken prior to age 59 1/2 (unless rolled over to another 457(b) plan)</li> <li>You are limited to the investment options offered through the new plan</li> </ul>	<ul> <li>Check with your new employer to see if the plan accepts rollovers from a 457(b) plan, such as the Suffolk County Deferred Compensation Plan</li> <li>Contact T. Rowe Price</li> </ul>
Take your money now	<ul> <li>You have access to your money for immediate expenses</li> </ul>	<ul> <li>Most distribution options are subject to 20% federal withholding</li> <li>The amount you withdraw will be taxed as current income when you receive it</li> </ul>	Contact T.     Rowe Price